

Position: Senior Project Officer, Social Enterprise Development

NPYWC Program: Ngangkari – Uti Kulintjaku (UK) Project

Employment Details: Fixed Term - 12 months, Full time (or part time by negotiation)

Location: Alice Springs, with some travel to the NPY region

Base Salary: \$91,208.99 - \$98,509.87 (negotiable based on experience) with additional benefits

What we do:

We are an Anangu-led organisation, governed by women's law, authority and culture. We deliver health, social and cultural services for all Anangu.

Our Values:

We believe in the strength of Anangu people, culture, and the collective agency of women.

We are dedicated to delivering more and better choices for our communities.

We are committed to Malparara way – a cross cultural practice framework specific to NPYWC that respects the contribution Anangu and non-Indigenous people, working alongside each other, bring to the organisation.

We are a trauma-informed organisation and this guides our work.

Your Team:

The **Ngangkari Program** supports ngangkari (traditional healers of Central Australia) to continue their work in communities, clinics and hospitals promoting and strengthening emotional and mental health and well-being.

Uti Kulintjaku is an award-winning initiative of the Ngangkari Program that supports mental health understanding. Led by ngangkari and senior Anangu, Uti Kulintjaku encourages deeper conversations about mental health and healing for Anangu and people working in Aboriginal health and related services.

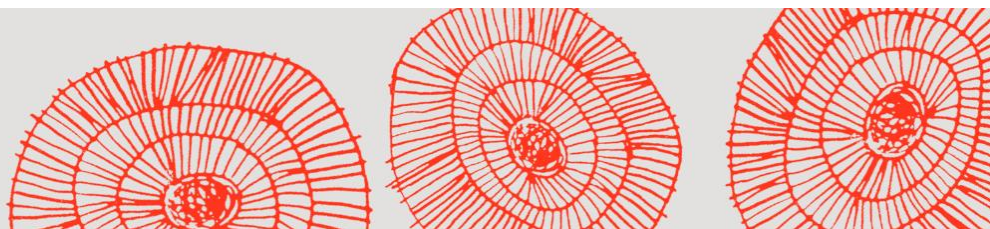
This project involves Senior Anangu (Aboriginal people) across the tristate region of WA, NT and SA. It brings together the skills and knowledge of Ngangkari, mental health practitioners, NPY Women's Council, and Council, and senior Anangu women with specific language and literacy skills from local communities.

Your Role:

The Ngangkari team and the Uti Kulintjaku project are looking to further develop and expand the projects and services they offer by developing a sustainable social enterprise that brings new products and services to market that are culturally grounded, including innovative mental health and well-being resources, tools and services.

The primary objectives of this role are to:

- Assist the program to expand delivery of services e.g. training, workshop and conference experiences, and cultural consultancy
- Assist the program to expand development of products and merchandise
- Facilitate the development of an operational and marketing plan
- Facilitate creative development workshops.



Your Responsibilities:

- Lead the project management, reporting and administration on the project.
- Manage the project timeline to achieve deliverables in time, within budget, and in accordance with any grant/funding requirements.
- Facilitate the consultation for and development of an Operational and Marketing Plan.
- Engage and support contractors on the project.
- Coordinate and facilitate Anangu team member participation in workshops to develop creative and promotional materials.
- Facilitate capacity-building workshops.
- Carry out marketing, sales and promotional activities as required.
- Travel to remote communities in the Northern territory to deliver capacity-building workshops.

Skills and Experience:

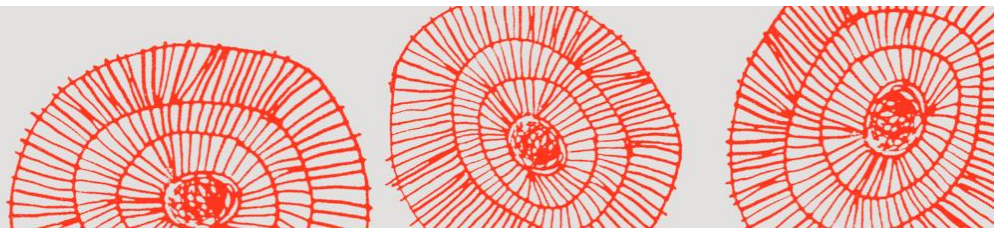
- Experience in business or social enterprise development and/or sales and marketing.
- Project management and administration, preferably with experience in reporting.
- High level of organisation and communication skills, preferably experience in cross-cultural communication.
- Ability to set priorities, meet deadlines, track budgets and respond effectively to challenges.
- Established networks and relationships in Central Australia.
- A good understanding of the issues that affect Aboriginal people in remote communities.
- Previous experience in developing, implementing and efficiently managing projects.

Qualifications:

- Relevant tertiary qualification e.g. in community development, business, or marketing
- Another relevant degree and/or extensive relevant work experience.

Remuneration:

- \$91,208.99 - \$98,509.87 (negotiable based on experience) per year
- Plus 10.5% Superannuation
- 5 weeks' Annual Leave + 17.5% leave loading
- Generous Additional Leave Entitlements
- Salary Packaging Benefits
- Retention Bonus



- Ability to work collaboratively with indigenous people in the NPY region.
- Ability to work effectively in a cross-cultural and multi-practice environment, and to take direction from Anangu.
- Well-developed communication and interpersonal skills, especially the ability to be patient, collaborative, compassionate and kind.
- Ability to work co-operatively in a team.

Employment Conditions:

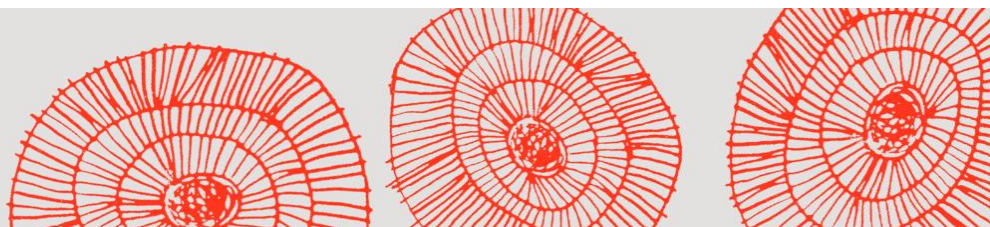
- Work in a manner consistent with NPYWC Values, Code of Conduct, Rules and advocacy positions.
- Follow and work within NPYWC policies and procedures.
- Be responsible and accountable for your own and others health, safety and wellbeing.
- If applicable, the employee will provide the highest standards of service to clients at all levels by modelling service excellence that meets the needs of clients and enhances the profile of NPYWC.
- Some positions will require working in remote communities for extended periods and out of hours' work requiring overnight absences.
- Remote positions include accommodation. Usually this is stand-alone accommodation, however from time to time, based on accommodation and service delivery demands, this situation may change and staff may be required to co-share a NPYWC leased or owned property.
- Every employee is required to have (or willing to obtain) a current and valid criminal history check, and if applicable, a Working with Children Check.
- We require some remote based and travelling staff to have a current Australian driver's licence.
- We require some remote based and travelling staff to be able to operate a manual 4WD vehicle or have a willingness to undertake training.
- All employees are required to have a First Aid certificate or have a willingness to undertake First Aid training.
- A good level of health and fitness that matches the requirements of the role is required. If necessary NPYWC may require an employee to undergo a pre-employment medical assessment.

We are committed to building a respectful and inclusive workplace, appointing the best person for the role and supporting diversity.

All information will be held in the strictest of confidence.



Ngaanyatjarra
Pitjantjatjara
Yankunytjatjara
Women's Council



To find out more about this position, please contact Angela Lynch (Ngangkari Manager) on 08 8958 2355 or visit <https://www.npywc.org.au/jobs/> for more information about the role and what it's like to work for us.

ACKNOWLEDGEMENT FOR RECEIPT OF POSITION DESCRIPTION

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Employee Name (Please Print)

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Employee Signature

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Date